

# PHILLIPS COUNTY MEETING MINUTES

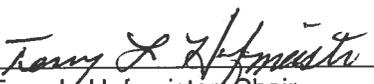
<b>Meeting/Project Name:</b>	Phillips County Board of County Commissioners		
<b>Date of Meeting:</b>	June 9, 2020	<b>Time:</b>	9:00 a.m.-2:57 pm
<b>Minutes Prepared By:</b>	Pam Jensen	<b>Location:</b>	Commissioners' meeting room
<b>1. Meeting Objective</b>			
Accounts Payable			
<b>2. Attendees</b>			
Commissioners: Terry Hofmeister, Chair Don Lock Harlan Stern County officials/personnel: Pamela Jensen - Administrator Thomas Elliott - County Sheriff Lori Lundgren – Director, Department of Human Services Public: Kristie Ham – Northeast Colorado Postsecondary & Workforce Readiness Partnership Brenda Brandt – Owner Holyoke Enterprise Tom Bennett, President, First Pioneer National Bank Holly Ferguson, Holyoke Chamber of Commerce Deeona Johnston – CSU Extension Agent, Family & Customer Science Jessie Stewart – CSU 4-H Extension Agent Tammy Kelley – Cline, Williams, Wright, Johnson & Oldfather Josh Skelton, Dickinson Land Surveyors Joe Bellm – Owner, BST Racing / B&B Investments			
<b>3. Revisions to agenda:</b>			
<ul style="list-style-type: none"> <li>• New Business: Inter governmental Agreement Regarding Use of AIS Logger and Recorder City of Sterling and Phillips County</li> </ul>			
<b>4. Consent Agenda Items</b>			
<ul style="list-style-type: none"> <li>• Accounts Payable/Invoice list</li> <li>• Event Center rental</li> <li>• Mobile Food Pantry report</li> </ul>			
<b>5. Minutes / Action Items</b>			
<ul style="list-style-type: none"> <li>• Meeting called to order June 9, 2020 at 9:00 am.</li> <li>• Harlan Stern moved to accept the Consent Agenda as presented. Don Lock seconded, and the motion carried.</li> <li>• Lock moved to accept the BOCC minutes from May 29, 2020 meeting. Stern seconded, and the motion carried.</li> <li>• Kristie Ham, Northeast Colorado Postsecondary and Workforce Readiness Partnership, met with the BOCC and discussed the BOCES Career Fair event.             <ul style="list-style-type: none"> <li>○ Ham stated that the Career Fair is going well, and Holyoke businesses are contacting her to get involved.</li> <li>○ Stern moved to waive the Event Center use charge for the Career Fair January 20, 2021, and approved Ham's offer of paying for the January 19 set up charge of \$200.</li> <li>○ The date has been reserved, but due to COVID-19 there is a possibility that the event may not occur.</li> </ul> </li> <li>• Holly Ferguson, Tom Bennett, and Brenda Brandt met with the BOCC to discuss the Help Holyoke fund distribution of \$68,000 to date.             <ul style="list-style-type: none"> <li>○ After all funds are received, the anticipated total will be approximately \$90,000-95,000.</li> <li>○ Distribution metrics as follows:                 <ul style="list-style-type: none"> <li>▪ Half of the funds to business and half to employees.                     <ul style="list-style-type: none"> <li>• Part time employees are calculated at 1-point; full time at 2-points. Points added up then divided by amount of funds equaling a 1-point amount awarded.</li> <li>• Businesses funding dependent upon number of employees, and funds distributed to the owner(s) of the business.</li> <li>• Assisted to date, 19 businesses, 52 full time employees and 36 part time employees.</li> <li>• Businesses that were initially shut down by the State received the funds, i.e. theater, restaurants, salons, etc.</li> <li>• Program has received positive feedback.</li> </ul> </li> </ul> </li> </ul> </li> <li>• BOCC met with Deeona Johnston, CSU Extension Agent, Family &amp; Customer Science             <ul style="list-style-type: none"> <li>○ Presented March-June 2020 activities; report enclosed.</li> <li>○ Discussed virtual Zumba paid classes. Participants included extended USA and Canada locations.</li> <li>○ Discussed Cottage Food Training, which is individuals making food and selling it themselves. Encompasses food safety training.</li> <li>○ Informed that CSU approved the Extension office to follow County COVID-19 guidelines regarding group activities, as well as CSU recommends meeting virtually whenever possible.</li> </ul> </li> <li>• BOCC met with Jessie Stewart, CSU 4-H Extension Agent.             <ul style="list-style-type: none"> <li>○ Presented May-June 2020 activities; report enclosed.</li> <li>○ Discussed numerous YouTube videos that have been created for extending knowledge.</li> <li>○ Discussed Rabbit Hemorrhagic Disease and how stuff rabbits will be used for the Fair's Livestock Sale.</li> <li>○ Discussed how office is collaborating with the Colorado State Fair logistics.</li> <li>○ Stewart identified improvements that can be implemented in gun safety and riding events.</li> </ul> </li> <li>• Lock moved to adjourn at 10:11 am to become the Board of Human Services. Stern seconded, and the motion carried. BOCC continued at 10:32 am.</li> <li>• Tammy Kelley, attorney for County, met with BOCC and discussed the County's Telecommuting Policy agreement, which was modeled after the town of Windsor's telecommuting policy and extensiveness of document covers County from any liability.</li> <li>• Kelley and Josh Skelton, Dickinson Land Surveyors, met with BOCC and discussed:             <ul style="list-style-type: none"> <li>○ The need for the County to adopt a Lot Line Adjustment in the County's Planning &amp; Zoning Policy. Currently the County is using a Subdivision Exemption whereas a Lot Line Adjustment is more feasible. Issue will be reviewed at a later date by the Planning Committee first, prior to presenting to legal and the BOCC.</li> <li>○ The age of the current Policy and possibly updating. No decision was made by the BOCC.</li> </ul> </li> </ul>			

- BOCC met with Joe Bellm, owner BST Racing and discussed lessons learned from the May 29 and 30, 2020 races.
  - Discussed trash issue:
    - Phillips County providing more and emptying trash cans for each two-day race event.
    - Discussed the possibility of bringing in a roll-off dumpster from the Landfill.
    - Discussed County's Maintenance clean up and cost. Bellm and Commissioner agreed on \$200 clean up for grandstands and \$100 clean-up of Fairgrounds.
  - Discussed Port-a-Potties being emptied each day for a two-day race event. Phillips County will discuss this issue as well as cleanliness, hand sanitizer etc. with the rental company because of COVID-19 recommendations.
  - Discussed and agreed that Bellm will coordinate race events with Dan Wain two business days prior to race.
  - Discussed contract and race checks being received 14 days prior to race. Bellm stated June 19<sup>th</sup> and all other race checks were in the mail June 5<sup>th</sup>, dated June 8<sup>th</sup>, and in memo line has date of race.
  - Discussed waste oil and tires being left by or in dumpsters after May 29-30 race. Bellm agreed that he would be talk to the racers regarding racers taking away and being responsible for their own waste oil, tires and hazardous waste.
  - Discussed and agreed Ed Glennemeier's volunteer hours were paid by Bellm and will not be included in the County's bill.
  - Discussed Bellm adding races or demonstrations to supplement the County Fair. No decision made.
  - Reminded Bellm to discuss with racers that dry camping in RV park at a cost of \$10.00/night.
- Dan Wain and BOCC discussed vandalism to Event Center's men and women's restrooms. In the future if janitorial staff finds such issues, staff will contact Administrative office immediately, and destruction will be documented and investigated.
- Darlene Carpio from Senator Cory Gardner's office contacted BOCC regarding wind damage at Haxtun and Paoli and if assistance was needed. Bob Heldenbrand, Office of Emergency Management, working with Haxtun's Chief of Police and both are assessing the damage. County's Road & Bridge department helped with cleanup at Haxtun and town cemetery. Gardner's office will investigate if damage can be covered by FEMA.
- Discussed and BOCC approved Event Center kitchen and Pavilion's concession stand can be reopened, which was closed prior due to COVID-19.
- Discussed draft version of the County's Inclement Weather policy. Pam Jensen to draft another version regarding statement of "There will be no partial closures of the Courthouse". BOCC will review document at a later meeting.
- Discussed flex/comp time for exempt employees.
  - 1:1 time off.
  - Exempt employees keep track of their overtime.
  - Thirty-two (32) hours flex time carry over each year.
  - Effective June 1, 2020.
  - Lock moved to accept flex/comp time for exempt employees. Terry Hofmeister seconded. Stern abstained. The motion carried.
- Discussed Harvest RV Park camping policy during Fair, July 21-26, 2020.
  - One camper per spot. Slide outs and length will not take up another camping space. If so, camper will pay for extra space(s).
  - Lines will mark camping spaces.
  - Harvesters will be asked to group together but will not be asked to move from initial space.
  - Regardless of Fair participation, each camper will pay regular fees.
  - Prior campers will be notified of rule changes.
- Discussed resignation of Deanna Webster as Pavilion reservationist. Carrie Anderson has accepted the position on a trial basis.
- Discussed and Lock moved to accept the request from the Fair Board to secure alcohol license for all 2020 racing events. Stern seconded, and the motion carried.
- Discussed and Stern moved to accept the Intergovernmental Agreement Regarding Use of the AIS Logger and Recorder between the City of Sterling and Phillips County, with the same terms as the present one, with an expiration date of June 30, 2021. Lock seconded, and the motion carried.
- Meeting adjourned at 2:57 p.m.

Next meeting June 19, 2020.

County Commissioners:

Attest:

  
Terry L. Hofmeister, Chair

  
Beth Zilla – County Clerk

  
Donald J. Lock

  
Harlan Stern